

**NICHOLAS COLGIN**  
720-809-2584  
[ncolgin@gmail.com](mailto:ncolgin@gmail.com)  
<https://www.linkedin.com/in/nickcolgin>

### **PROFESSIONAL SUMMARY**

**Operations Manager** and **Military Veteran** with **4** years of proven experience in the **United States Army**. Accomplished measurable results while leading teams of **3 – 30** personnel in dynamic, fast - paced environments. Possesses a comprehensive background in **Program Development** and **Staffing** derived from conducting domestic and global operations. Managed risk upon multiple lines to protect assets, property, and equipment valued over **\$2M** while meeting the expectations of senior leadership. Possesses extensive knowledge in **Fund Management, Training Development, and Program Evaluation**. Vast experience in **Salesforce**, exceeding 5+ years and includes certification as a **Salesforce Administrator**. Recipient of multiple awards for outstanding performance and professionalism to include the **Bronze Star Medal**. Career supported by vast operational experience.

- |                      |                             |                          |
|----------------------|-----------------------------|--------------------------|
| ● Program Management | ● Salesforce Administration | ● Marketing              |
| ● Team Building      | ● Fundraising               | ● Event Planning         |
| ● Public Speaking    | ● Database Management       | ● Microsoft Office Suite |

### **PROFESSIONAL EXPERIENCE**

#### **STARBUCKS – Loveland, CO**

**2016**

##### **Manager**

- Operated and managed a Starbucks location with an annual revenue of \$2M
- Managed a diverse staff of 20+ individuals, consistently promoting inclusion
- Responsible for revenue forecasting, inventory controls, purchasing, scheduling, and daily operations
- Responsible for hiring, onboarding, training, and ongoing development of all employees

#### **NO BARRIERS WARRIORS – Fort Collins, CO**

**2013 – 2016**

##### **Critical Systems Manager**

- Designed events and learning based programming for veterans with disabilities, ranging from 1 to 14 days with over 300 participants annually
- Managed the recruitment, hiring, training, and continuing development of all staff, permanent and temporary
- Acted as primary program representative on development and fundraising efforts that resulted in over \$1M in grants being awarded to the organization for continued programming

##### **Program Manager**

- Generated and reconciled individual expedition budgets and created custom budget, reimbursement, and expense objects within Salesforce
- Supervised evaluation distribution, collection, and data input to ensure program metrics were being utilized
- Implemented expedition risk management and safety measures and created a Salesforce based risk management database, risk management manual, and established eligibility criteria for program participation
- Oversaw the screening and selection of 500 applicants for program participation, a 400% increase from the previous year

##### **Team Leader**

- Lead course planning, to include itinerary creation, route planning, food and equipment organization, and experiential learning for multi-day expeditions for veterans with amputations, visual impairment, traumatic brain injuries, and post-traumatic stress disorder resulting in successful ascents of multiple 19K ft. peaks
- Conducted the pitch that led to the largest and most successful partnership for the program which has been renewed annually since 2014

**RIGHT AT HOME – Springfield, MA****2013 – 2014****Owner/CEO**

- Cultivated investors for initial investment of \$250K to form a home care company
- Worked with doctors, nurses, and social workers to recommend our services to individuals deemed as an appropriate fit yielding \$15K in monthly revenue and reaching financial break-even in under 6 months
- Developed and oversaw a staff of 30 employees with roles ranging from office staff to certified nursing assistant

**IRAQ AND AFGHANISTAN VETERANS OF AMERICA (IAVA) – New York, NY****2010 – 2013****Support Fund Coordinator/Membership Coordinator**

- Planned and executed national events ranging from 100 to 1000 attendees for a 300K member organization
- Maintained relationships with major donors through weekly metrics based reports resulting in multiple six figure donations including one individual donation of \$400K
- Created and implemented original fund infrastructure and procedures during the first year of the fund
- Utilized Salesforce extensively to create, modify, and optimize reports and connecting forms to the database for over 300K contact records

**UNITED STATES ARMY – Various Locations****2004 – 2008****Healthcare Specialist**

- Managed all aspects of the day-to-day medical care of over 300 individuals assigned to unit
- Maintained 100% accountability of medical equipment valued at over \$1.2M with zero loss or damage
- Delivered life-saving medical treatment to critically injured personnel while under fire resulting in being awarded the Bronze Star Medal for heroic achievement

**VOLUNTEER EXPERIENCE**

Co-founder, Mission Memorial Day | 2015 – Present  
Leader, Paradox Sports | 2014 – 2016  
State Leader, Adaptive Climbing Group | 2014  
Volunteer, Calling All Crows | 2012  
Cinema Coordinator, University of Wisconsin – Stevens Point | 2010 – 2012

**EDUCATION/CERTIFICATIONS**

Bachelor of Strategic Communications, University of Colorado, Boulder – Pending  
Fullbridge Business Fundamentals – 2013  
National Outdoor Leadership School (NOLS) – 2012

**SELECT AWARDS**

Bronze Star Medal  
Army Achievement Medal (5)  
University of Wisconsin, Stevens Point, Chancellors Leadership Award

**CERTIFICATIONS**

Salesforce Certified Administrator

**SALESFORCE COURSES**

ADM201: Administration Essentials for New Admins  
ADM211: Administration Essentials for Experienced Admins